

Library Annual Report
2019-20

LIBRARY REPORT 2019-20

Santosh Patil

Librarian

“Those who judge will never understand and those who understand will never judge.”

-Gautama Buddha

Knowledge Resource Centre being the nomenclature used for college library for nowadays. We believe that the college library has been the resource center for students, teachers and researchers. It plays vital role in teaching, learning, and research. Nowadays we witness that the information technology has transformed the packaging, processing, storing and dissemination of information. It has made a great influence on information seeking pattern of students and teachers. Every user wants information on a click of a button. No library can afford to lag behind in such a rapidly changing educational environment.

The Podar College library no longer restricts itself from acquiring print materials but has extended its efforts to bring in cybernetic set up to provide access to its readers by subscribing to the major online databases and online peer reviewed journals. It has created metadata of its holdings, and have been offering online reference services. College library has already started digitization of in-house materials such as question papers, research articles of faculty members and newspaper clipping, etc. Readers can access the database through college website <http://rapodar.ac.in/library.php> under the heading ‘Podar Digital Archive’.

Book Exhibition by book sellers and distributors was organised in the college auditorium on 18th and 19th January 2019. The faculty and students selected around 400 books to be procured by the library. Library staff will check for duplication and editions already present in the library and prepare a list of books which will be purchased for the library after the approval of Library committee.

New additions to library Collection: This year, college library added 1548 books, subscribed to 59 (National and International) Journals and 04 online databases. Library also renewed subscription to INFLIBNET’s NLIST to support research in the college.

Total Collection of the Library as on 31st March 2019:

➤ Books	75153		➤ CDs	1593
➤ Periodicals	59		➤ Audio Cassettes	61
➤ Online Journals	11514		➤ Video Tapes	45
➤ Online Database	04		➤ Maps	211
➤ N-LIST - e-books	31,35,000		➤ Thesis	11

Library Services: Along with Book Bank facility, College library also renders other services like Home reading, Reference, Documentation, Photocopying, Bibliography, Inter-Library Loan, Current Awareness Service and Internet surfing. Library also conducted training for

teachers and students for hands on Practice on online Databases, e-Journals, Online Public Access Catalogue etc.

Library Orientation for newcomers: The library orientation program for FYJC students and new degree college teachers was conducted from 7/8/2019 to 9/8/2019 and August 2019 respectively. Each division was taken to the main library and oriented about the facilities and services. Teachers were introduced with all online and offline resources so that they can use the library on their own.

Computerized Library: The library has been using the SLIM21 library software for more than 18 years. The library is fully computerized with all major modules namely Acquisition, Cataloguing, Circulation, and Serial Control. OPAC (Online Public Access Catalogue). OPAC is available online. Almost all transactions are made through computerized programs. We renewed the AMC for internet facility and the speed was also upgraded this year.

Book Bank Scheme of University of Mumbai: This year college library has given 99 sets of books to the students who hail from the economically weaker section of the society. The set of books are given under the University of Mumbai Book bank Scheme and College Book Bank scheme.

Library Award: The ‘Best reader of the Year’ 2019-20 was given to the following two students who were selected by the Library Advisory Committee from the 20 applicant students in its meeting dated 6th February 2020.

Mr. Sameer Dherange : F.Y.B.Com. – **1st Prize**

Ms. Jenikka Korgaonker : F.Y.J.C. – **2nd Prize**


Library Advisory Committee: Following members constituted LAC for 2019-20.

1. Principal, Dr. (Mrs.) Shobana. Vasudevan : President
2. Vice-Principal, Mr. S. Natarajan : Chairman
3. Librarian, Mr. Santosh Patil : Secretary
4. Vice Principal, Mrs. Jajoo Kavita : Member
5. Vice-Principal, Mrs. Chanda Kathuria : Member
6. Mr. Suryaknat. Pagare : Member
7. Mr. Kapildeo Indurkar : Member
8. Mrs. Sudarshana Saikia : Member
9. BMS Coordinator, Mrs Divya Lalwani : Member
10. Mr. Raghvendra Mahabaleshwarkar : Student representative

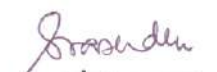
“Knowledge speaks but wisdom listens.”

Library Committee Report Submitted To S.P. Mandali
2019-20

संस्थेचे नाव : रा. आ. पोदार वाणिज्य वरिष्ठ महाविद्यालय मुंबई ४०००१९

- | | |
|---|--|
| 1) अहवाल वर्षाअखेरचा नोंदवहीतील क्रमांक | : ९७१६५ |
| 2) अहवाल वर्षारंभीची प्रत्यक्ष ग्रंथसंख्या | : ६३५६६ |
| 3) अहवाल वर्षी २०१९- २० पर्यंतची ग्रंथसंख्या | : ६३९६३ |
| 4) अहवाल वर्षी नोंद झालेल्या ग्रंथांची संख्या | : ३९७ |
| 5) एकूण प्रत्यक्ष ग्रंथसंख्या | : ६३९६३ |
| 6) अहवाल वर्षी रद्दवातल करावयाच्या ग्रंथांची संख्या व किंमत | : ग्रंथ संख्या ४६४ कि.रु.६६२३४.५० /-
(यादी क्र. १ व २ सोबत जोडली आहे) |
| 7) हरविलेले परंतु ज्यांची किंमत वसुल करता येत नाही अशा ग्रंथांची संख्या व किंमत (परत न केलेली पुस्तके) | : -- |
| 8) अहवाल वर्षी गहाळ म्हणून कळविलेल्या ग्रंथांची संख्या व किंमत | : ग्रंथ संख्या ०० कि.रु.०० /- |
| 9) न सापडलेली-म्हणून रद्दवातल करावयाच्या ग्रंथांची संख्या व किंमत | : -- |
| 10) अहवाल वर्षी गहाळ झालेल्या पुस्तकांसंबंधी अहवाल | : यादी क्र. सोबत जोडली आहे |
| 11) अहवाल वर्षी नवीन घेतलेल्या पुस्तकांचा तपशील | : खालीलप्रमाणे |
| अ) ग्रंथवहीत नोंद झाली आहे काय? | : होय |
| ब) अर्थसंकल्पात ग्रंथांलयासाठी मान्य झालेला खच | : वरिष्ठ +बी.एम.एस.= एकूण
५८५३५/- + २६६७५/- = ८५२१०/- |
| क) प्रत्यक्ष पुस्तकांसाठी केलेले खर्च | : पुढीलप्रमाणे |
| 1) पुस्तके | : ८५२१० /- |
| 2) नियतकालिके (न्यू आणि रिन्यूअल) | : (प्रिंट व इलेक्ट्रॉनिक) रु.२९३५६५/- |
| 3) स्टेशनरी व इतर | : -- |
| 4) पुस्तके वांधणी | : -- |
| 5) छपाई | : -- |
| 12) ग्रंथालय सदस्याची सही | :  |
| 13) संस्थेतील विद्यार्थ्यांची संख्या व शिक्षकांची संख्या | : विद्यार्थी २५७७ शिक्षक |
| 14) ग्रंथालय सेवक : लेखनिक व शिपाई | : लेखनिक ०१ ग्र. परिचार ०५ |
| 15) ग्रंथालयाच्या अडचणी व शिफारशी | : सहायक ग्रंथपाल १, लेखनिकाच्या ३ व
ग्रंथालय परिचाराच्या ७ जागा रिक्त आहेत.
त्यामुळे कामाचा प्रचंड ताण पडतो. |
| 16) अहवाल वर्षाच्या अखेरीस असलेली ग्रंथसंख्या | : ६३४९९ |




संस्थाप्रमुख

Library Committee Report : AY 2019-20

Name of the Institute :R. A. Podar College of Commerce and Economics (Autonomous) Mumbai-400019

1) The number in the register by the end of the reporting year	: 97165
2) Actual number of books in the reporting period	: 63566
3) Bibliography up to the reporting 2019-20 year	: 63963
4) Number of Books recorded in the reporting year	: 397
5) Total number of books in the library	: 63963
6) Number and cost of books to be cancelled in the reporting Year	: No. of Book 464 Rs.66234.50/-
7) Number and cost of Volumes lost (unreturned books)	: --
8) Number & cost of books reported as missing during the reporting year	: No of Books 00 Rs.00/-
9) Number & cost of books to be canceled as not found	: --
10) Reports regarding missing books	: Attached with List no
11) Details of newly acquired books as per reporting year	: As Below
a) Is it recorded in the register?	: Yes
b) Sanctioned budget amount for library	: Degree +BMS +Autonomous= Total(Rs) 58535/- + 26675/-= 85210/-
c) Expenditure incurred on actual books	: As follows
1)Books	: 85210/-
2) Periodicals (New and Renewal))	: (Print & Electronic) Rs 293565/-
3) Stationery and others	: --
4) Binding of books	: --
5) Printing	: --
12) Signature of library member -	
13) Number of students and Teachers in the Institution	: Students' 2577 Teachers
14) Library assistance	: Clerk 01 Peon 05
15) library Problems & recommendations	: Library assistance 1, Library clerk 3, Library attended 7 post vacant which increases workload
16) total number of books at the end of reporting period	: 63499